



# FAIRFAX COUNTY

DEPARTMENT OF PURCHASING & SUPPLY MANAGEMENT  
12000 Government Center Parkway, Suite 427  
Fairfax, Virginia 22035-0013

[www.co.fairfax.va.us/dpsm](http://www.co.fairfax.va.us/dpsm)

V I R G I N I A

Telephone: (703) 324-3201 Fax: (703) 324-3228 TTY 1-800-828-1140

OCT 23 2002

## AMENDMENT NO. 1

SUBJECT: Digital Duplicators; Purchase, Support and Maintenance, and Supplies

CONTRACTOR

VENDOR CODE

CONTRACT NO.

RISO, Inc.  
Fort Myer Center  
1655 North Fort Myer Drive, #700  
Arlington, VA 22209

B04-2902210-02

BL 03-592616-21A

By mutual agreement, contract BL 03-592616-21A, Appendix B, jurisdictional rider is amended to include additional jurisdictions as indicated.

(Ref.: RISO, Inc., Letter of September 23, 2002 and Revised Appendix B.)

All other prices, terms and conditions shall remain the same.

*Cathy A. Muse*

*en* Cathy A. Muse, CPPO  
Director/County Purchasing Agent

CAM/lpm

DISTRIBUTION:

Assistant Buyer  
Control Copy  
Contractor

Contract Administrator - LPM  
Office of Finance - Acct. Payable  
FCPS - DIT



**RISO, INC.**

Fort Myer Center, 1655 North Fort Myer Drive, Suite 700, Arlington VA 22209 • Telephone (703) 351-3370 • Fax (703) 351-3369

September 23, 2002

Ms. Leslie P. McKenney  
Department of Purchasing & Supply Management  
1200 Government Center Parkway, Suite 427  
Fairfax, Virginia 22035-0013

Dear Leslie,

As per our telephone conversation on Thursday, September 19, 2002 I am submitting a request to add additional jurisdictions to our list under Reference Paragraph 22 of the Special Provisions, "Bidders Authorization to Extend Contracts" page, Appendix B Contract BL 03-592616-21 for Digital Duplicators. I have attached a copy of the page with the additional jurisdictions (Alexandria Public Schools, Charles County Public Schools, District of Columbia Public Schools, Loudoun County Public Schools, and Prince William County Public Schools). If you would please make these changes and notify me when completed I would appreciate it. I thank you for your assistance with this and look forward to working with you and Fairfax County in fulfillment of our contract.

Sincerely,

A handwritten signature in cursive script that reads "Phil Caswell".

Phil Caswell  
Branch Sales Manager  
Riso Washington DC Branch

DPSM SEP25'02pm12:16

REVISED

**APPENDIX B**  
**IFB 03-592616-21**

REFERENCE PARAGRAPH 22 OF THE SPECIAL PROVISIONS, "BIDDERS AUTHORIZATION TO EXTEND CONTRACTS:"

YES	NO	JURISDICTIONS	YES	NO	JURISDICTIONS
<u>X</u>		Alexandria Public Schools		<u>X</u>	Madison County Public Schools
	<u>X</u>	Alexandria Sanitation Authority		<u>X</u>	Manassas Park Public Schools
	<u>X</u>	Alexandria, Virginia		<u>X</u>	Manassas, Virginia
	<u>X</u>	Arlington County, Virginia		<u>X</u>	Manassas City Public Schools
		Arlington Public Schools			Maryland-National Capital Park & Planning
	<u>X</u>				Commission
	<u>X</u>	Bowie, Maryland		<u>X</u>	Metropolitan Washington Airports Authority
		Charles County, Maryland		<u>X</u>	Metropolitan Washington Council of Governments
<u>X</u>				<u>X</u>	Montgomery Community College
	<u>X</u>	Chevy Chase Village, MD		<u>X</u>	Montgomery County
<u>X</u>		City of Fairfax, Virginia		<u>X</u>	Prince George's County Public Schools
		Clark County Administrative Services		<u>X</u>	Montgomery County Public Schools
	<u>X</u>	College Park, Maryland		<u>X</u>	
	<u>X</u>	Culpeper County Public Schools		<u>X</u>	
	<u>X</u>	District of Columbia		<u>X</u>	Northern Virginia Community College
<u>X</u>		District of Columbia Schools		<u>X</u>	Northern Virginia Regional Commission
<u>X</u>		Fairfax County Water Authority		<u>X</u>	Orange County Public Schools
		Falls Church City Public Schools		<u>X</u>	Prince George's County
	<u>X</u>			<u>X</u>	Prince William County
	<u>X</u>	Falls Church, Virginia	<u>X</u>	<u>X</u>	Prince William County Public Schools
	<u>X</u>	Fauquier County Schools		<u>X</u>	Prince William County Service Authority
	<u>X</u>	Frederick City, Maryland		<u>X</u>	Rappahannock County Public Schools
	<u>X</u>	Frederick County Maryland		<u>X</u>	Rockville, Maryland
	<u>X</u>	Frederick County Schools		<u>X</u>	Shenandoah County Public Schools
	<u>X</u>	Gaithersburg, Maryland		<u>X</u>	Stafford County Public Schools
	<u>X</u>	Greenbelt, Maryland		<u>X</u>	Takoma Park, Maryland
	<u>X</u>	Herndon, Virginia		<u>X</u>	Town of Vienna, Virginia
		Loudoun County Sanitation Authority		<u>X</u>	Upper Occoquan Sewage Authority
<u>X</u>				<u>X</u>	Washington Suburban Sanitary Commission
		Loudoun County, Public Schools		<u>X</u>	Virginia Railway Express
	<u>X</u>			<u>X</u>	Washington Metropolitan Area Transit Authority
	<u>X</u>	Loudoun County, Virginia		<u>X</u>	

**YOU MUST RETURN THIS FORM WITH YOUR BID PACKAGE. CONTRACT AWARD SHALL NOT BE MADE WITHOUT IT.**

NOTE: A negative reply will NOT adversely affect your firm's bid.

RISO, Inc  
Vendor Name